

**MAYOR AND COUNCIL MEETING
TUESDAY, AUGUST 24, 2021, 6:00PM**

1. **CALL TO ORDER, PLEDGE, AND ROLL CALL**
2. **MAYOR'S REMARKS**
 - a. Frederick County Goes Purple Proclamation
3. **CITIZENS' FORUM (PETITIONS, REMONSTRANCES, AND COMMUNICATIONS)**
4. **INTRODUCTION AND ADOPTION OF RESOLUTIONS AND ORDINANCES**
 - a. Ordinance 576 – System Improvement Fee – second reading and vote anticipated
 - b. Resolution 2021-08 – Handicap Parking – 211 North Delaware Avenue – vote anticipated
5. **COUNCIL MEMBER/COMMISSION REPORTS**
6. **CONSENT AGENDA**
 - a. Brunswick Crossing Final Letter of Credit Release – Phase 1C – Storm Drain and Paving
 - b. Purchase Order Approval – PW4955 – Texas Pride Trailers - \$13,633.20
 - c. Purchase Order Approval – PW4956 – LB Water - \$22,699.80
7. **UNFINISHED BUSINESS**
8. **NEW BUSINESS**
9. **ADJOURNMENT**

8/18/2021 1:59 PM

PROCLAMATION

FREDERICK COUNTY GOES PURPLE

SEPTEMBER 2021

WHEREAS, since the late 1990s, the use of prescription opioid pain relievers has become more widespread because of their highly-addictive nature; and

WHEREAS, widespread misuse of opioids has led to skyrocketing abuse rates resulting in at least 130 overdose deaths per day; and

WHEREAS, last year Frederick County experienced 55 fatal overdoses related to opioid misuse; and

WHEREAS, the color purple is associated with National Recovery Month in September, and Frederick County Government is encouraging the entire community to “go purple” to raise awareness and understanding of mental health and substance use disorders, and to celebrate those living in recovery;

NOW THEREFORE, on behalf of the Mayor and Council of Brunswick, I do hereby proclaim September 2021 as Frederick County Goes Purple month in Brunswick, Maryland.

Nathan Brown, Mayor

**MAYOR AND COUNCIL OF BRUNSWICK
ORDINANCE NUMBER 576**

**AN ORDINANCE OF THE MAYOR AND COUNCIL TO ENACT AN ANNUAL SYSTEM
IMPROVEMENT FEE FOR THE CITY OF BRUNSWICK, MARYLAND.**

WHEREAS, pursuant to the Annotated Code of Maryland, Local Government Article, Title 4, the City Charter of Brunswick, Section 16-3 and Section 16-39 authorizing the Mayor and Council to enact the annual System Improvement Fee for the City of Brunswick, and;

WHEREAS, the Mayor and Council recognizing the need to address the City's aging infrastructure by enacting a System Improvement Fee, and;

WHEREAS, the Mayor and Council by Resolution shall establish the fiscal year System Improvement Fee rate, use and distribution to the General Fund and/or the Enterprise Funds to be used for Capital Projects, and;

NOW THEREFORE BE IT ENACTED by the Mayor and Council of Brunswick, the System Improvement Fee.

PASSED this 24th day of August, 2021 by a vote of ___ for; ___ against; ___ abstaining; and ___ absent.

ATTEST:

COUNCIL OF THE CITY OF BRUNSWICK

By: _____

David B. Dunn
City Administrator

Name: John Dayton
Title: Mayor Pro Tem

APPROVED this 24th day of August.

ATTEST:

David B. Dunn
City Administrator

Nathan Brown, Mayor
Date: _____

RESOLUTION NO. 2021-08

**A RESOLUTION TO AUTHORIZE HANDICAP PARKING ON DELAWARE AVENUE WITHIN THE
CORPORATE LIMITS OF THE CITY OF BRUNSWICK, MARYLAND.**

WHEREAS, pursuant to the powers granted to them by the Annotated Code of Maryland, and Section 6-1201 of the Code of Ordinances of the City of Brunswick, Maryland, the Mayor and Council deem it to be "necessary for the safety and control of vehicular or pedestrian traffic or for the regulation of the use of parking areas" to assign a handicap parking space within the corporate boundaries of the City of Brunswick, Maryland and to authorize the erection of a handicap parking sign.

BE IT RESOLVED, that a handicap parking space shall be enacted at 211 North Delaware Avenue, within the corporate boundaries of the City of Brunswick, Maryland and that this sign shall be erected within the corporate boundaries of the City of Brunswick, Maryland as determined by the Brunswick Department of Public Works and the Brunswick Police Department.

PASSED this day 24th day of August, 2021 by a vote of ____ for; ____ against; ____ abstaining, and ____ absent.

ATTEST:

David B. Dunn, City Administrator

COUNCIL OF THE CITY OF BRUNSWICK:

By: _____

John Dayton, Mayor Pro Tem

APPROVED this ____ day of _____, 2021.

ATTEST: _____

David B. Dunn, City Administrator

Nathan Brown, Mayor



2021-08

THE CITY OF BRUNSWICK MARYLAND

1 WEST POTOMAC STREET · BRUNSWICK, MARYLAND 21716 · (301) 834-7500

Handicap Parking Space Request Form

Applicants for a Handicap Parking Space must meet the following minimum requirements:

- ☒ City of Brunswick resident;
- ☐ Resides in a dwelling unit with no associated accessible off-street parking; and
- ☒ Possesses a parking placard or license plate from the MD Motor Vehicle Administration.

The following documentation must accompany the application:

- ☒ A copy of the placard or license plate; and
- ☐ Documentation showing the applicant resides in the dwelling unit for which the applicant

Date:	July 20, 2021
Name:	John Canan
Address:	211 N Delaware Ave Brunswick, Maryland
Phone #:	717-375-8221
Email Address:	Jcanan@prescott.edu
Location of Handicap Space:	211 N Delaware Ave
Handicap Vehicle Tag #:	4DM7377
Expiration Date:	02/28/2023

* MVA placard permit request is in process (6-8 week processing time)

Any individual who has been issued a special handicap parking space must notify the City of Brunswick of any changes to their handicap permit status.

FOR CITY USE ONLY

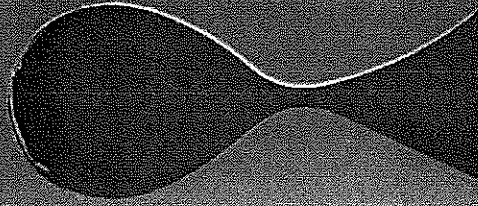
Police Comments:

Public Works Comments:

M&C Mtg Date: _____ Approved _____ Denied _____ Resolution Generated _____ # _____

7/30/21
emailed
for
Placard
in
Carrie
Ly

**IMPORTANT: PLEASE REMOVE
BEFORE DRIVING VEHICLE**

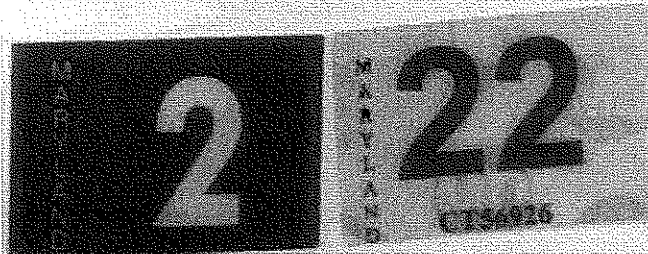


CT56926

**Disabled Persons Parking
Identification Placard**



EXPIRES



**State of Maryland
Motor Vehicle Administration**

TEMPORARY

Linda Young

From: Public Works
Sent: Tuesday, July 27, 2021 10:37 AM
To: Linda Young; Grunwell, Kevin
Subject: RE: Message from "RNP002673E0FF22"

DPW is ok with this.

Charles Crummitt
Public Works Asst. Director
301-834-7500 Phone
301-834-7638 Fax

-----Original Message-----

From: Linda Young
Sent: Tuesday, July 27, 2021 8:45 AM
To: Public Works <publicworks@brunswickmd.gov>; Grunwell, Kevin <KGrunwell@FrederickCountyMD.gov>
Subject: FW: Message from "RNP002673E0FF22"

Handicap Parking Space

Thanks

Linda

Linda Young-Customer Service
Brunswick City Hall
1 West Potomac Street
Brunswick, MD 21716
301-834-7500

Linda Young

From: Grunwell, Kevin <KGrunwell@FrederickCountyMD.gov>
Sent: Thursday, July 29, 2021 4:34 PM
To: Linda Young
Subject: RE: handicap

I apologize. I meant to drive by and see the parking situation and haven't made it there yet. However, with what you added below — I have no issues with it.

kevin

From: Linda Young <LYoung@Brunswickmd.gov>
Sent: Thursday, July 29, 2021 4:28 PM
To: Grunwell, Kevin <KGrunwell@FrederickCountyMD.gov>
Subject: handicap

[EXTERNAL EMAIL]

Hi

Kevin have you received handicap parking request? (John Canan) He had spine surgery and now has no use of one leg and in wheelchair.

His doctor has disable request and he has requested no parking placard.

Thanks

Linda

Linda Young-Customer Service
Brunswick City Hall
1 West Potomac Street
Brunswick, MD 21716
301-834-7500



THE CITY OF BRUNSWICK MARYLAND

1 WEST POTOMAC STREET · BRUNSWICK, MARYLAND 21716 · (301) 834-7500

**Mayor & Council
Brunswick Crossing –
Final Letter of Credit Release
Final Bond Release
Phase 1C, Storm Drain and Paving
Staff Report
August 24, 2021**

BACKGROUND:

On August 11, 2021, Public Works completed inspection of the Phase1C Storm Drain & Paving and found it to be satisfactory. This staff report is to request that the Mayor & Council agree to final release of Phase 1 C Storm Drain and Public Paving.

Performance Bond No. 154475 in the amount of \$150,533.44 remains. A Letter of Credit for the 15% contingency in the amount of \$126,223.61 also remains (Letter of Credit No. SB135293-001). This staff report is to request that the Mayor and Council agree to the final release of the Letter of Credit and Performance Bond surety for Brunswick Crossing LLC Section IC so the account may be closed.

ANALYSIS:

Original Bond Amount Posted -	\$841,490.72
Reduction of Bond Approved 02/14/2012 (SD)	- \$244,371.00
Reduction of Bond Approved 02-28-2012 (Paving)	- <u>\$446,586.28</u>
Total Amount Remaining on Bond # 154475	\$150,533.44

Original 15% Contingency LOC Posted for SD	\$38,142.15
Original 15% Contingency LOC Posted for Paving	<u>\$88,081.46</u>
Total Amount on LOC SB135293-0001	\$126,223.61

Bond Amount Requested to be Released	\$ 150,533.44
LOC Amount Requested to be Released	\$ 126,223.61

RECOMMENDATION:

Staff recommends that Mayor & Council consent to final acceptance of the Phase 1 C Storm Drain & Paving and agree to the release of the Letter of Credit in the amount of \$126,223.61 and Release of the remaining Bond in the amount of \$150,533.44.

CITY OF BRUNSWICK, MD
1 WEST POTOMAC ST.
BRUNSWICK, MD 21716

PURCHASE ORDER

VENDOR: Texas Pride Tailors

DATE: 8-6-21

P.O. NO.: PW4955

SHIP TO: DPW

INVOICE TO: City Administrator
City Hall
1 West Potomac St.
Brunswick, MD 21716

30-530-12-8003

1. Direct all payment inquiries to 301-834-7500.
2. Avoid partial invoices. Do not combine different purchase orders on one invoice.
3. Price to include F.O.B. delivery to building, applicable taxes and insurance, unless specifically stated otherwise.
4. Prepay all freight shipments.
5. Seller agrees to be bound by the terms and conditions on this order. No modifications or additions shall be binding upon purchaser unless agreed to in writing. Please place purchase order number on packing slips and invoices.

QUANTITY	DESCRIPTION	PRICE	
		UNIT	TOTAL
	20K Bumper pull trailer	1	11,420.00

[Signature]

[Signature] 8/10/21

SHIPPING

2163.20

TOTAL

\$13,633.20

Approved by:

[Signature]

CITY OF BRUNSWICK, MD
1 WEST POTOMAC ST.
BRUNSWICK, MD 21716

PURCHASE ORDER

VENDOR: LB Water

DATE: 8-8-21

P.O. NO.: PW 4956

SHIP TO: DPW

INVOICE TO: City Administrator
City Hall
1 West Potomac St.
Brunswick, MD 21716

70-532-23-8006

1. Direct all payment inquiries to 301-834-7500.
2. Avoid partial invoices. Do not combine different purchase orders on one invoice.
3. Price to include F.O.B. delivery to building, applicable taxes and insurance, unless specifically stated otherwise.
4. Prepay all freight shipments.
5. Seller agrees to be bound by the terms and conditions on this order. No modifications or additions shall be binding upon purchaser unless agreed to in writing. Please place purchase order number on packing slips and invoices.

QUANTITY	DESCRIPTION	UNIT	PRICE	TOTAL
Quote				
1630765	Greenwood St.		\$ 4643.62	
1630750	East F St.		\$ 5786.56	
1630784	South Delaware		\$ 12,269.62	

Water line replacements



Brown 8/10/21

SHIPPING

TOTAL

\$ 22699.80

Approved by:

